



## TAKING NOTES IN MATH AND SCIENCE

- Take down what's on the board. If you don't have time, leave large blank spaces to fill in as soon as possible.
- Record the steps involved in solving problems. Number the steps. Write a reason for each step and an example to help you understand.
- Be accurate with symbols. Pay particular attention to units of measure, their definition and situations in which they apply.
- Concentrate on the process. The answer is not important.
- Get the process right the first time. If you don't understand something, ask questions immediately. It's better to ask than to spend hours trying to figure it out.
- Keep up-to-date in notes, understanding and assignments. Math proceeds from simple to complex. Each step builds on previous steps. If you missed any basic information, ask for help.
- Review steps presented in class while they are fresh in your mind to imprint them on your memory.
- Memorize formulas, principles, math rules, laws and theorems when necessary. Learn meanings of specialized vocabulary and symbols. The use of 3" x 5" cards aids in memorization. Study diagrams by trying to draw from memory.
- Do all assigned problems. Practise working fast in preparation for exams. Take the time necessary to check problems. If you have trouble with a problem, check your notes or textbook to clarify your understanding of steps involved.
- Practice makes perfect!
- When writing experiments, be accurate in making measurements and recording data. Keep a complete record of work. Label with date, name of experiment and apparatus used.